

MREC ACCEPTING ONLINE RENEWALS FOR 2012

In addition to paper renewal submission by mail, the MREC will begin accepting online renewals starting with the 2012 renewal period. License renewal FOR BROKERS begins approximately May 1, 2012. The deadline is June 30, 2012. License renewal FOR SALESPERSONS begins approximately August 1, 2012 with a September 30, 2012 deadline.

In order to renew online, address and name information must be current, continuing education courses must be on file with the MREC, and the MREC must be in receipt of your fingerprint results.

A pin number and your license number will be needed to access the Division's online system. Your pin number and license number will be included on your paper renewal application which will be mailed approximately 2 months prior to license expiration. You will have several electronic payment options (credit card, debit card, electronic bank draft/check). Along with the renewal fee, a processing fee will be charged by the vendor who processes your payment. The vendor processing fee is \$.50 plus a percentage determined by your renewal fee ranging from an additional \$1.00 – \$4.35 (example: cost of Missouri broker to renew online – Missouri Resident Broker Renewal Fee \$50 + processing fee \$.50 + \$1.25 = \$51.75).

Confirmation will be provided when the online renewal is complete (you must have an email account), however please note that **CONFIRMATION OF A COMPLETE RENEWAL DOES NOT MEAN YOUR LICENSE IS RENEWED, ONLY THAT IT HAS BEEN RECEIVED.** Your license cannot be issued until the broker or both the company and designated broker have renewed. You may use the Commission's website at www.pr.mo.gov/realestate.asp to verify that your license has been renewed. To access the MREC search, click on the "Licensee Search" link on the left side of the screen, select "Licensee Name", enter your name in the box provided (example: Doe, John) and click the Search button. Click on "Detail" to verify your expiration date has changed to 2014.



If you plan to renew online, please carefully review the above information.

Governor

Jeremiah W. (Jay) Nixon

Department of Insurance, Financial Institutions and Professional Registration

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Division of Professional Registration

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Missouri Real Estate Commission

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Division of Professional Registration

PERSONAL CONTACT INFORMATION UPDATE

All licensees must ensure that the Commission has your correct mailing address, telephone number and name change updates. Licensees must notify the Commission in writing within 10 days following a change in name or home address as required by 20 CSR 2250-4.020 (4).

If your personal contact information changes, notify the Commission promptly in writing either by submitting the "Address or Name Change Application" or online by clicking on the icon "Address/Name Change Notification:" <http://pr.mo.gov/realestate-coa.asp>. Either option can be accessed on our website, www.pr.mo.gov/realestate.asp. If you need additional assistance, please contact a member of our licensing staff at 573-751-2628, option 2.

AUTOMATED PHONE SYSTEM



The Missouri Real Estate Commission has an automated phone system that allows callers to be routed to the appropriate staff through a numeric selection process. In addition, you can call during non-business hours and still get general information. Here is a brief overview of the options:

Press 1: General information such as office hours, address, fax number, web address and testing information

Press 2: Licensing questions (if all licensing staff are already on the phone, you will receive a busy signal and will need to call again)

Press 3: Real estate transaction, statute and regulation questions
(NOTE: we cannot provide legal advice.)

Press 4: Information regarding the complaint process or checking the status of a pending complaint/investigation

Press 5: Information regarding the audit process or to leave a message for a field examiner

Press 6: Information regarding school accreditation or course approval process

Press 7: To request a duplicate renewal application during the renewal period

HOW MANY HOURS OF CE DO I HAVE?

In addition to retaining your certificates in a safe place for easy retrieval, you can also access the Commission's web page and quickly retrieve this information if you provided the Commission with disclosure authorization on your 2010 renewal application.

If authorization was provided, here is a quick step-by-step on how to verify your hours:

1. Log on to the Commission's website at www.pr.mo.gov/realestate.asp

2. Click on MREC Licensee Search

3. Skip Profession Name field

4. Click on Licensee Name or License Number

5. In the text box, type your last name followed by a comma, a space and your first name (Smith, John) or your license number and click Search

6. Search results will appear

7. Click on Detail to select your record if more than one result is retrieved

#	Licensee Name	Profession	City, State	Detail
1	Smith, John	Salesperson	Springfield MO	Detail
2	Smith, John	Prof. Corp. Salesperson	Kansas City MO	Detail
3	Smith, John	Salesperson	Olathe KS	Detail

If you did not provide the Commission with written authorization to post your hours, you may still do so by submitting a signed letter advising that you are now giving authorization to post your continuing education information on our webpage. Send your signed consent to Missouri Real Estate Commission, PO Box 1339, Jefferson City, MO 65102 or fax to 573-751-2777.

MREC Licensee Search - Active Licensees Only

While the Division of Professional Registration continues to maintain a licensee search of all licensed professionals, the MREC now has its own Licensee Search that not only provides information regarding license number, expiration date, and license profession, but it also includes the name and address with whom the license is affiliated. In addition, when searching for a specific individual broker or entity, the Licensee Search will also provide the name of the designated broker as well as a list of all currently affiliated licensees. Please note that this webpage is updated on a daily basis.

Note: If searching by name, be sure to select "Licensee Name", enter your name in the box provided using the example format (example: Doe, John) and click the Search button. Click on "Detail" to verify your expiration date, license number, etc.

Profession Name:

Search Criteria: ☐ None
(Select One) ☒ License Name (Last, First - Partial - enter in textbox below)
☐ License Number (Exact - enter in textbox below)

Partial requires at least two characters - left to right

8. Search results will list your name, license number, license expiration date, license affiliation, and continuing education hours on file with the Commission. Course information will include the name of the course taken, completion date, type of course, hours of credit, and course provider.

CONTINUING EDUCATION INFORMATION

Course Title:	Underwater Basket Weaving
Completion Date:	5/18/2011
Course Type:	Elective
Credit Hours:	3
Provider Name:	Basket Weaving Seminars LLC



FLOOD INSURANCE SPECIALIST TO REAL ESTATE AGENTS: EVERYONE NEEDS COVERAGE (FROM FEMA NEWS DESK, JUNE 2011)



"If your community participates in the NFIP, you can purchase flood insurance no matter where your property is located."

*- Libby Turner
FEMA Federal Coordinating Officer*

Missourians know all too well about the nation's No. 1 natural disaster: flooding. Flood insurance specialists with the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) urge real estate agents throughout the state to advise property owners to protect themselves from the cost of flood damages by purchasing flood insurance.

On average, 25 percent of all flood insurance claims are from moderate-to-low-risk flood zones. Anyone living in a community that participates in the National Flood Insurance Program (NFIP) can purchase flood

insurance regardless of where their property is located within the community.

"There is a misconception that you can buy flood insurance only if you live in a special flood hazard area as identified on a community's adopted flood map," said Libby Turner, FEMA's federal coordinating officer. "If your community participates in the NFIP, you can purchase flood insurance no matter where your property is located."

FEMA specialists are meeting with officials of communities in the state to educate jurisdictions about the program and encourage non-participating communities to join.

To learn how your property is zoned, visit www.FloodSmart.gov. For more information on NFIP, call 1-888-379-9531 or call your local insurance agent. Policies purchased now will be effective 30 days after the premium is paid and will remain in effect for one year.

IS THAT CONTINUING EDUCATION COURSE APPROVED?

Even though a continuing education course was previously approved by the Commission, does not mean it is continually approved. In addition, if one school has a course approved, that does not mean the course is automatically approved for other schools to offer. Courses are approved for a specific school. Licensees should verify with the school that the course they wish to use for continuing education is approved with the Commission. All currently approved schools and their approved courses are found under the education link on our website:

www.pr.mo.gov/realestate.asp, click on Continuing Education Courses. If the school and course you wish to use for continuing education is not found on this list, and you have not received a Missouri Real Estate Commission completion certificate, your course will not be accepted.

You can request possible credit for non-preapproved courses by completing the Individual Request for Continuing Education Credit form. In addition to the application form, you must submit a check for \$10.00 per course, a copy of the course completion certificate from the course sponsor that has been typed and completed by the provider verifying your attendance, and a copy of the provider's description of the course content. The completion certificate must include the name of the licensee, name of the course sponsor, number of class



hours earned, and the signature of the sponsor's representative. Fill-in (hand-written) certificates are not acceptable. If you have taken an online course, you must also submit proof of a closed book examination to include number of questions and final examination grade. If the course was a correspondence course, submit proof of a proctored closed book final examination, including number of questions and final examination grade.

Applications for non-preapproved course credit must be postmarked as applied by the postal service or hand delivered to the Missouri Real Estate Commission no later than 90

days prior to the expiration of your Missouri real estate license. Broker requests are due no later than March 30, 2012 and salesperson requests are due no later than June 30, 2012.

Click the link below to access the Individual Request for Continuing Education Credit form.

<http://pr.mo.gov/boards/realestate/419-2041.pdf>

HOUSE BILL 600 SUSPENSIONS FOR FAILURE TO PAY/FILE STATE INCOME TAX:

The following professional licensees were suspended pursuant to Section 324.010 RSMo for failure to file and/or pay Missouri income tax. Some licensees have taken the necessary steps to reinstate their licenses. Please go to www.pr.mo.gov/realestate.asp and use the Licensee Search icon to verify whether or not the license has been reinstated. If the license has been reinstated their name will appear as an active licensee.

Alcorn, Clyde D. – Oran
Allen, Christopher K. – Branson West
Allenbrand, Justin – Stockton
Altendorf, Jeffrey Alan – Kansas City
Angle, Michael T. – St. Charles
Arnold, John D. – Kansas City
Avila, Sheila Lee – Kansas City
Baker, Kimberly A. – Cape Girardeau
Baker, Sharon Marie – Ballwin
Bales, Paul J. – St. Louis
Bates, Alan R. – Springfield
Beck, Eula – St. Louis
Belle, Antwone – St. Louis
Berger, Samuel – St. Louis
Bolden, Rodney Patrick – St. Louis
Borgard, Brett Joseph – Des Peres
Boveri, Colleen Constance – Prairie Village, KS
Boyson, Gary F. – St. Louis
Bradley-Jones, Angelet O. – St. Louis
Brann, Brad – Kansas City
Breshears, Ronald – Marshall
Brown, Amy Lynn – Kansas City
Buckley, Scott Eugene – Kansas City
Burgess, Ashley Marie – Merriam Woods
Bush, Brenda J. – St. Louis
Byrd, Jermanita Pauline – Florissant
Campbell, Ruth Carolyn – Barnhart
Camperson, David T. – Laurie
Caskanett, Mary C. – St. Louis
Caw, Leslie J. – Kansas City
Charlson, Chris J. – St. Louis
Chism, Betty J. – St. Louis
Clagett, Michelle A. – Hillsboro
Clay, Jeremy L. – Cameron
Clemmons, Cindy – Odessa
Cole, Charles Clifton – Florissant
Colson, Felicity Christen – Blue Springs
Conaty, Sharon L. – Blue Springs
Cook, Katherine A. – Independence
Cooper, Geraldine J. – Ferguson

Cooper, Reginald A. – St. Louis
Coronado, Pedro G. – Kirkwood
Covington, Dawn M. – Blue Springs
Cunningham, Teresa Gaye – Springfield
Curtis, Charlette Renee – Atlanta, GA
Curtis, Stacey McLynn – Steelville
Decker, Amy Denise – Stafford
DeHas, Gregory S. – St. Peters
DeRousse, Debra Anita – Herculaneum
Desloge, Mary D. – St. Louis
Diamond, Donna L. – St. Peters
Divine, Sara J. – Anderson
Donley, Daniel William – St. Charles
Dumay, Jan M. – Overland Park, KS
Dunleavy, Doris Louise – St. Louis
Edmisten, Cassandra E. – Parkville
Edmondson, Veronda M. – Florissant
Eisel, Kay Lyn – Harrisonville
Enke, Judith K. – Rolla
Evans, Lisa Renee – St. Louis
Forbis, George F. – St. Louis
Ford, Michael Juan – St. Ann
Francis, Kelly Renee – Lees Summit
Gaines, Nathaniel M. – Florissant
Garcia, Margarita – Grandview
Garges, Douglas E. – Springfield
Gay, James E. – St. Louis
Giambalvo, Sheryl Lynn – Liberty
Gondran, Barbara L. – Oak Grove
Gordon, Michelle Lynn – Florissant
Grant, Cathy Ann – Olive Branch, MS
Green, Terry L. – Kansas City
Grego, Rebecca L. – Kansas City
Grego, Timothy J. – Kansas City
Grove, James – St. Louis
Groves, Mary Ann – Columbia
Hale, Dakota J. – Sheldon
Ham, Ronald W. – Kansas City
Hampe, Susan S. – St. Louis
Haverty, Jennifer J. – Leawood, KS
Henderson, Donald Scott – Camdenton
Hendrickson, Ralph – Cape Girardeau
Hertel, Drew A. – Kansas City
Hill, Sherrie L. – St. Louis
Hodges, Susan M. – Columbia
Hollwell, Andre – Florissant
Hrenak, Michael J. – Troy
Hunt, Melissa M. – Florissant
Hyde, Lee C. – House Springs
Jamerson, Angela – St. Louis
James, Joseph D. – St. Louis
Johnson, Dwight W. – Kansas City
Jones, Cheryl – St. Louis
Jones, Evelena – St. Louis
Jones, Odell – St. Louis
Jordan, Andrea D. – St. Charles

Karsten, Kathleen M. – St. Louis
Keefe, William Noel – Webster Groves
Kerckhoff, William D. – Ballwin
Kindle, Sofia L. – Kansas City
Kirkpatrick, Sean Michael – Gladstone
Klebenstone, Debra K. – Kansas City
Kolkmeier, Lorria Lita – St. Charles
LaBroad, Susan K. – Springfield
Lacey, Christine Rene – Wentzville
Lahrman, Elisa Victoria – St. Louis
Lawton, Charlotte – St. Louis
Lieble, Lawrence M. – Florissant
Lewis, Ethan C. – St. Louis
Long, Daniel Edward – Kansas City
Mahannah, Annette Yvonne – Golden
Marti, Donna G. – Moscow Mills
Martorelli, Daniel Fred – Frontenac
McCaskey, Linda Ann – St. Louis
McClary, Joseph M. – St. Louis
McDermott, Larry G. – Hillsboro
McFarland, Terri Jean – Webb City
McGinley, Mary K. – O'Fallon
McIntosh, Christine Michelle – St. Louis
McMullen, Amanda Kaye – Kaiser
McNeely, Ruth E. – Poplar Bluff
Merkel, Edward F. – St. Louis
Mehr, Carla A. – Columbia
Miller, Verdona Mae – Moberly
Milligan, Jan R. – Prairie Village, KS
Milligan, Shawn Michael – Springfield
Minor, Keith – Spanish Lake
Moore, Amanda Mae – Willard
Morgan, Gregory A. – Lees Summit
Morrow, Brad M. – St. Joseph
Mosley, Carol P. – St. Louis
Murphy, Riu – St. Louis
Nash, Keith T. – O'Fallon
Nicholl, Danielle Renee – Maryland Heights
Nichols, Lucy – Columbia
Nicholson, Sacretta – Florissant
Nicolay, Kathera A. – St. Louis
Nielsen, Charlene – Camdenton
Nolting, Heather Joy – Des Peres
Nunn, Sharon S. – St. Louis
Oettle, Diane – Farmington
Orem, Jana M. – Kansas City
Papes, Laurie Lynn – St. Louis
Parker, Steven James – St. Louis
Parrish, Sheryl A. – Springfield
Parsons, Janet L. – Springfield
Permuter, David – St. Louis
Peterson, William Randal – Olathe, KS
Phillips, Sylvester Andrew – St. Louis
Pinkston, Paul Eugene – Farmington
Pitzenberger, Jason B. – Shawnee Mission, KS
Pleasant, Debra Renee – St. Louis
Poe, James B. – Independence
Powell, Maria Kristin – Ladue

Rahaman, Muhammad – St. Louis
 Redmon, Dawn Y. – Florissant
 Reynolds, Christina Lavette – St. Louis
 Riga, Joseph Scott – Kansas City
 Riley, Marilynn Jane – Lenexa, Kansas
 Rios, Lawayna Lynn – Springfield
 Roberts, Sonya Marnique – Town & Country
 Roper, Robert E. – Licking
 Rousan, Marian J. – Creve Coeur
 Ruwwe, Chris K. – St. Joseph
 Sanders, Joel Emmanuel – Maryland Heights
 Schimweg, Kimberly R. – Eureka
 Schmidt, Kathi Lynne – Florissant
 Schoonmaker, Mary Jane – Lees Summit
 Shirazi, Stephanie A. – Fairway
 Smyrniotis, Nicholas Frank – St. Louis
 Snarr, Rhonda F. – Wildwood
 Sternaman, Betty L. – Creve Coeur
 Stinnett, David Witten – Chesterfield
 Stock, Richard Andrew – Smithville
 Straley, Jamie Scout – Kansas City
 Stricklin, Pamela Sue – Sullivan
 Taylor, Robert W. – Kansas City
 Thomas, Sherry Latrice – Kansas City
 Thomson, Daniel Linton – Overland Park, KS
 Toney, Robin Ann – Florissant
 Trave, Sally J. – Kansas City
 Tremblay, Karen A. – Valley Park
 Umana, Nelson B. – Kansas City
 Van Glider, Howard E. – Branson West
 Veinfurt, Fred George – St. Louis
 Weaver, Brenda Carol – St. Louis
 Weiler, Thomas Lamar – St. Louis
 Welsh, Linda M. – Raymore
 White, Remington T. – Louisiana
 White-Baldrige, Tracy S. – Blue Springs
 Williamson, Karen G. – St. Louis
 Winn, Gregory A. – Branson
 Witherbee, Gail – Eolia
 Wood, Carla La June – St. Charles
 Yee, Allen Ken-Wai – St. Louis
 York, John Jay – Lake St. Louis
 Young, Clifford George – Lees Summit
 Young, Mary F. – St. Louis
 Young, Matthew C. – Fenton
 Young, Sondra K. – Olathe, KS
 Young, Valerie Lynn – Lees Summit

FINGERPRINTING REQUIREMENT DON'T DELAY



All existing licensees, **including inactive licensees**, will have to be fingerprinted and authorize the results be provided to the Missouri Real Estate Commission before submitting their real estate renewal application in 2012.

Don't delay – make your appointment today. In some cases results can take up to 6 weeks, which could impede your ability to renew on time. We recommend that current licensees not wait until renewal time to get fingerprinted, but instead get printed as soon as possible. In order to avoid renewal delays, it is recommended that you be fingerprinted by March 1, 2012.

Each individual must contact the statewide vendor, L-1 Enrollment Services, to schedule an appointment to have their fingerprints digitally taken. You will need to provide L-1 with the ORI number of MO920130Z in order to schedule an appointment. This will authorize the Missouri State Highway Patrol and the FBI to send the results to the Missouri Real Estate Commission. The fingerprinting process will take approximately 10 minutes. You can make an appointment through the preferred method of registering online at www.L1enrollment.com or by calling 1-866-522-7067.

For your convenience, you will be able to select from over 40 locations across the state, with some offering Saturday and evening hours. Photo ID is required – with acceptable forms being a valid driver's license, military ID or passport.

The fee is \$52.20 -- L-1 receives \$12.95; the Missouri Highway Patrol receives \$20.00; and the FBI receives \$19.25. The Missouri Real Estate Commission does not receive any portion of the fee.

When registering online, you can pay by credit card or e-check, or you can pay on site with a check or money order.

FINGERPRINTING REMINDERS

New applicants – Effective January 1, 2011 everyone who is applying for an original Missouri license is required to be fingerprinted before making application for a real estate license. A copy of the receipt provided by L-1 will need to be attached to the license application. Assuming everything else is in order, a temporary work permit will be issued even if the fingerprinting results are not yet received. However, a license will not be issued until the fingerprinting results are received.

Existing licensees – All existing licensees, including inactive licensees, will have to be fingerprinted and authorize the results be provided to the Missouri Real Estate Commission before submitting their real estate renewal application in 2012. We recommend that current licensees not wait until renewal time to get fingerprinted, but instead get printed as soon as possible.

Regardless of the fact that you are a new applicant or a current licensee, **SAVE YOUR RECEIPT**. This receipt contains vital tracking information should there be any questions.

Fingerprint results cannot be shared between agencies, therefore, even if you have had your prints taken before, you must have them taken again and you must specify that the results are to be provided to the Missouri Real Estate Commission.

Each individual must contact the statewide vendor, L-1 Enrollment Services, to schedule an appointment to have their fingerprints

digitally taken. You will need to provide L-1 with the ORI number of MO920130Z in order to schedule an appointment. This will authorize the Missouri State Highway Patrol and the FBI to send the results to the Missouri Real Estate Commission. The fingerprinting process will take approximately 10 minutes. Appointments are required, and you can make an appointment through the preferred method of registering online at www.L1enrollment.com or by calling 1-866-522-7067. Walk-ins to the L-1 sites will not be accepted. Regulations require the use of the approved vendor. Prints cannot be taken at your local sheriff's office or at the Highway Patrol. The fee is \$52.20, and you can pay by credit card or e-check when registering online or you can pay on site with a check or money order.

For your convenience, you will be able to select from over 40 locations across the state, with some offering Saturday and evening hours. Photo ID is required – with acceptable forms being a valid driver's license, military ID or passport.

Provided you do not wait until the last few weeks before renewal deadlines, you should be able to easily schedule a convenient time to be fingerprinted. However, if you wait until the final weeks before the end of the renewal period in 2012, you may find that you will not be able to get scheduled in time to renew before your license expires. While L-1 will be responsive to increased demand, if you wait too long, you will find yourself unable to renew on time which means being unable to practice real estate for a

period of time, as well as possibly being assessed late fees. **There will be no exceptions.**

L-1 will electronically notify the Missouri Real Estate Commission of your fingerprint results, so in most cases no further action will be necessary on your part. HOWEVER, similar to current requirements for continuing education, if the Missouri Real Estate Commission records do not indicate receipt of fingerprints, your 2012 license renewal application will state that you must attach a copy of the receipt you received from L-1 verifying that the fingerprinting requirement has been met.

If you reside out of state and there is no L-1 location near you, you will be required to go to your local law enforcement agency to have your fingerprints taken. You will then submit the completed fingerprint card to L-1 for digital transfer and submission to the appropriate law enforcement agencies. You will need to follow the instructions listed for Missouri Non Resident Fingerprinting Procedures at www.L1enrollment.com. In addition to any fees charged by the local law enforcement agency, you will be required to pay the same \$52.20 fees to L-1.

EDUCATION CORNER



CE Q&A

Q: In what time frame do courses have to be taken to count toward the 2012-2014 renewal period?

A: For broker type licenses, courses taken between July 1, 2010 and June 30, 2012 and for salesperson type licenses, courses taken between October 1, 2010 and September 30, 2012 are acceptable for meeting renewal requirements.

Q: How do I know how many continuing education hours I have taken?

A: If you gave the Commission permission to have your courses listed on the website, you may check your continuing education

(CE) hours by logging on to our website at:

www.pr.mo.gov/realestate.asp and click on MREC Licensee Search. Refer to page 3 for step-by-step instructions.

If you have not given the Commission permission to have your courses listed on the website, you will need to contact the course provider or submit a written request to authorize the MREC to post this information on the website.

While all continuing education course providers are required to electronically submit completion reports to the MREC, licensees are expected to keep copies of their CE completion certificates as the Commission may in some cases ask that the certificates be submitted with the renewal application. You may want to consider giving a copy of your completion certificates to your broker as a back-up plan.

Q: How can I find out where courses are being offered?

A: To find approved courses, log on the Commission's website: **www.pr.mo.gov/realestate.asp** There is a Real Estate Continuing Education Courses feature on the Commission's website located under Education. This feature allows licensees to search for approved CE courses using

any of the following criteria: course type, school, and course title. You may also search by classroom courses or distance delivery (online/correspondence) courses. Remember that internet and correspondence courses are offered 24/7.

Finding a classroom CE course has also become easier for licensees. The MREC website now includes classroom schedules for CE courses. In order to view upcoming classroom CE courses you will need to:

- Log on the Commission's website:
www.pr.mo.gov/realestate.asp;
- Click on Continuing Education Courses, located on the right side of the screen under Education, for a list of all approved courses by school (classroom and internet);
- Click on the icon for Classroom Schedules, which is located at the top of the page, where you will find a list of classroom CE courses listed by start date;
- Click on the individual school name and then on the individual classroom course to find the schedule.

Q: Can I take my continuing education online?

A: Yes! Licensees can take their CE courses online. A list of approved providers can be found on the Commission's website: **www.pr.mo.gov/realestate.asp** The contact information for each school can be found on the approved

provider's list.

Q: When is the latest that a licensee can take an online continuing education course?

A: According to regulations, broker licensees must complete their education by midnight on June 30, 2012 and salesperson licensees must complete their education by midnight on September 30, 2012. However, be mindful that in years past, licensees have found themselves unable to renew due to last minute power outages or computer errors. If your 12 hours are not complete, you must complete the 24-hour Missouri Real Estate Practice Course. NOTE: Completing CE courses in the final days can also cause you to incur a delinquent fee as renewal applications must be postmarked no later than the renewal deadline. **In addition, the online renewal system will not be available after the deadline.**

Q: If I am a new licensee, do I have to take continuing education to renew my license?

A: Yes, all licensees are required to take the 12 hours of CE (9 hours of elective and 3 hours of core) to renew.

Q: If I took the 24-hour Missouri Real Estate Practice Course to activate my license, will those hours take care of my renewal?

A: No.

Q: What if I took some courses that were not pre-approved by the Missouri Real Estate Commission?

A: Non-preapproved courses may be used to satisfy your CE requirement.

See page 5 for details.

Q: What type of courses will not meet Missouri CE requirements?

A: In accordance with 20 CSR 2250-10.100(7), the Missouri Real Estate Commission will not consider the following offerings even though the subject matter may be approved by other states or jurisdictions:

- Training or education not applicable to Missouri real estate practice;
- Training or education in office and business skills such as typing, speedreading, memory improvement, sales psychology, report writing, personal motivation, salesmanship, and time management;
- Sales promotions or other meetings held in conjunction with general real estate brokerage activity;
- Meetings which are a normal part of in-house training;
- That portion of any offering devoted to meals or refreshments; and
- Any course or program that is less than three hours in duration.

Q: Can I receive a waiver of my CE requirements?

A: In accordance with 20 CSR 2250-10.100(6), the Commission may waive all or part of your CE requirements. Waivers may be granted, with a written request and acceptable documentation for the following causes:

- Serious physical injury or illness of the licensee throughout the two year license period immediately preceding renewal of the license. To request this type of waiver, the licensee must submit a written request describing their injury or illness and include documentation of the injury/illness

from their physician.

- Active duty in the armed services of the licensee throughout the two year license period immediately preceding the renewal of license. A copy of the licensee's military orders must be submitted with the written request.

- Licensee is licensed to practice law. Licensee will need to submit a copy of their Missouri Bar card along with the written request.

- Licensee is at least eighty years of age. A copy of either the licensee's birth certificate or driver's license must be submitted with the written request.

- Member of the United States or Missouri Senate or House of Representatives at any time during the renewal period to which the waiver applies.

If the licensee is granted a CE waiver, they are still required to renew the license by submitting the renewal application, renewal fee, and a copy of the waiver letter, if requested.

Q: If I take more than 12 hours of CE credit hours, can I use the excess for the next renewal period?

A: 20 CSR 2250-10.100(8) states that any hours obtained in excess of the 12 hours required during each license renewal period may not be carried forward to satisfy the requirements for any subsequent renewal period.

THE HOW-TO-GUIDE: ANSWERING THE CRIMINAL HISTORY QUESTION ON LICENSURE APPLICATIONS

The short answer: When in doubt - Spell it out



As you are aware by now, effective January 1, 2011, all individuals applying for a new real estate license, be it a salesperson or broker license, must undergo a fingerprint check in order for the license to be issued. Also, effective January 1, 2011, all existing licensees must undergo a fingerprint check in order to renew their license in 2012. A renewal application of an existing licensee will not be processed in 2012 unless a completed criminal history check is on file with this office or a fingerprint receipt from L-1 Enrollment is attached to the renewal application. (Please note that a receipt of fee payment to L-1 Enrollment is not acceptable).

The results of the fingerprint check provides this office with a more detailed reporting of criminal records, not just within the State of Missouri, but nationwide. Thus, this office is finding criminal convictions, guilty pleas, pleas of nolo contendere and no contest that have not been previously disclosed, but should have been.

There has always been a question

on the initial application for a real estate license, renewal application, and transfer application that inquires about criminal convictions. Several years ago the verbiage of this question was changed from "Have you been convicted of a criminal offense?" to "Have you been finally adjudicated and found guilty, or entered a plea of guilty or nolo contendere, in a criminal prosecution ... whether or not sentence was imposed." This change was made so the question mirrored the language of section 339.100.2 (18) RSMo.

The initial application for a real estate license specifically asks whether the offense was a misdemeanor or felony, and the question on all of the forms clarifies that the question includes disclosure of convictions/pleadings to offenses such as Driving While Intoxicated, aka DWI, and Blood Alcohol Content, aka BAC. The questions also clarify that a conviction/pleading to a criminal offense should be disclosed even if a Suspended Imposition of Sentence, aka SIS, or Suspended Execution of Sentence, aka SES, was received. Even with these specifications and clarifications, new applicants and existing licensees alike often times still get tripped up when answering the question.

Offenses that must be disclosed are any misdemeanor or felony criminal offense. As previously stated, alcohol-related offenses such as DWI and BAC must be disclosed.

Traffic violations, such as speeding tickets, careless & imprudent driving (aka C&I), improper lane change, and parking tickets do not need to be disclosed. However, if you received a traffic citation and failed to go to court for the offense, you more than likely were subsequently charged with the additional offense of Failure to Appear. Failure to Appear is a misdemeanor criminal offense, and must be disclosed if you were convicted of or pled guilty to it.

If when completing an application you are unsure whether or not to disclose a conviction, it's always best to disclose. Disclosure of the conviction may not adversely affect the status of your license; however, failure to disclose a conviction or pleading that should have been disclosed may result in a finding that you falsified your application, which could result in formal disciplinary action being imposed against your license.

DISCIPLINARY ACTIONS

**3 Dee Solutions Inc.
Noland, Claire E.
Lee's Summit, MO**

By Order of the MREC, the license of 3 Dee Solutions Inc. is to be placed on two years probation upon reinstatement of the license. Noland's license was placed on two years probation effective April 19, 2011, and she was fined \$500.

Violations: Section 339.100.2 (15) RSMo

The MREC office mailed multiple letters to Noland regarding her real estate activity and the status of 3 Dee Solutions Inc. with the Missouri Secretary of State's office. Noland did not respond to any of the letters.

**Aiono, Aissac Seila
Kansas City, MO**

By Settlement Agreement with the MREC, Aiono's license was placed on two years probation beginning December 23, 2010.

Violations: Section 339.100.2 (11), (12), (15), (16), and (19) RSMo

In or about October 2007, Aiono referred prospective real estate clients to a broker other than the broker with whom his license was affiliated. Aiono's broker did not consent to Aiono working with the other broker. Aiono accepted compensation for the referrals directly from the other broker.

**Amelung, William
Dittmer, MO**

By Order of the MREC, Amelung's license was revoked effective June 13, 2011.

Violations: Section 339.100.2 (15) RSMo

Amelung's license was suspended in accordance with section 324.010 RSMo for his failure to pay income tax owed to the State of Missouri. The MREC corresponded to Amelung requesting the return of his license and for him to complete a closing of an office affidavit. Amelung failed to respond to the correspondence. Correspondence was also mailed to Amelung requesting him to appear before the Commission. He submitted, via fax, a statement indicating that he was attempting to resolve the tax issue with the Department of Revenue. Subsequent letters were sent to Amelung requesting the return of his license and the closing of an office affidavit, as well as another request to appear before the Commission. Amelung also failed to respond to these subsequent letters.

Baldwin, Grant
St. Joseph, MO

By Settlement Agreement with the MREC, Baldwin's license will be placed on probation for a period of five years upon its activation.

Violations: Section 339.100.2 (18) RSMo

On or about June 2, 2007, Baldwin pled guilty to Second Degree Assault, a felony criminal offense, for operating a vehicle while intoxicated that resulted in injury. Also, on or about August 26, 2008, Baldwin pled guilty to a misdemeanor charge of Nonsupport.

Barnes, Terry
Ozark, MO

By Settlement Agreement with the MREC, Barnes' license was revoked effective February 14, 2011.

Violations: Section 339.100.2 (4) and (19) RSMo

In or about March 2006, Barnes entered into a consulting agreement with an entity to provide services related to effecting the sale of a property he owned through a construction company. In or about May 2006, Barnes sold the property. The sales price identified on the settlement statement was overstated from the listed price by an amount equal to the amount Barnes owed the consulting company. The payment Barnes made to the consulting company was not identified on the settlement statement of the transaction. Also, Barnes paid the consulting company approximately \$7,000 less than the amount owed pursuant to the consulting agreement.

Bass, Stephanie Anne
St. Charles, MO

By Settlement Agreement with the MREC, Bass was fined \$500 on June 9, 2011.

Violations: Section 339.100.2 (11), (12), and (15) RSMo

Bass conducted real estate activity through and was compensated by River City Real Estate Incorporated for approximately fourteen months without properly transferring her license to the company.

Blankenship, Crystal D.
Springfield, MO

By Order of the MREC, Blankenship's license was suspended for one year. The suspension was stayed and her license was placed on five years probation effective February 16, 2011.

Violations: Section 339.100.2 (3), (16), and (19) RSMo

Blankenship was retained as the listing agent for three properties that had been foreclosed upon. In or about February 2008, on behalf of an asset management company, Blankenship engaged the services of a contractor to perform work on one of the properties. Blankenship forwarded the contractor's invoice to the asset management company for the services provided. She received payment, cashed the check, but did

not pay the contractor. On another of the properties, Blankenship misrepresented to the asset management company that she had paid the contractor's invoice so the asset management company would pay the invoice. She received payment for the invoice and failed to pay the contractor. Blankenship made the same type of misrepresentation on the third property. Blankenship issued the contractor a post dated check for the services provided on the properties. The check was returned to the contractor for insufficient funds. The contractor obtained a civil judgment against Blankenship, which was satisfied.

**Burke, Houston
Creve Coeur, MO**

By Order of the MREC, Burke's license was revoked effective June 13, 2011.

Violations: Section 339.100.2 (2), (4), (12), (15), and (16) RSMo

In or about August 2005, Burke prepared an offer for a buyer. A down payment assistance company was utilized and deposited funds into the buyer's account for the closing. The use of this company was not identified in the contract, nor was the seller's requirement to repay the assistance money. The seller did not recall agreeing to repay the company. The lender did not approve the preliminary settlement statement that identified the use of the down payment assistance company, so a second settlement statement was created. The seller had already signed the preliminary settlement statement. Burke failed to present the second settlement statement to the seller. Instead, and without the knowledge of the seller, he attached the page of the preliminary settlement statement that contained the seller's signature to the second settlement statement. Burke did not provide the seller with a copy of the final settlement statement. At closing, Burke represented to the seller that the settlement statement reflected a sales price \$25,000 above the sales price identified on the sales contract, but that she would not be receiving the \$25,000. Burke also informed the seller that she would only receive a portion of the proceeds at closing and that she would receive the remainder on a monthly basis over a period of years. He informed the seller that these two issues were due to problems with the buyer's credit and financing. Burke also made false promises and misrepresentations to the seller regarding the note and deed of trust regarding the seller's second deed of trust. A second complaint was received against Burke and he failed to submit a written response within thirty days.

**Campbell & Associates Realty LLC
Campbell, Charlese O.
Blackjack, MO**

By Order of the MREC, the licenses of Campbell & Associates Realty LLC and Campbell were revoked effective April 19, 2011.

Violations: Section 339.100.2 (15) RSMo

The MREC office mailed three letters to Campbell to verify escrow account information that she had registered for Campbell & Associates Realty LLC. Campbell did not respond to any of the letters.

Economic Development Consultants, LLC
Green, William
Lake Ozark, MO

By Joint Stipulation with the MREC, Green's license was placed on probation for a period of two years effective May 19, 2011, and a total fine in the amount of \$500 was assessed to Green and Economic Development Consultants, LLC.

Violations: Section 339.100.2 (15) and (19) RSMo

Green failed to renew his license and the license of Economic Development Consultants, LLC by June 30, 2008, resulting in the licenses expiring. Green renewed the licenses on September 9, 2008. Correspondence was mailed to Green three times requesting information as to whether or not he and/or the company conducted any activity during the period their licenses were expired. Green failed to respond to any of the correspondence. Green also failed to provide the MREC with a change of address within ten days. Green was requested to appear before the Commission, but failed to appear.

Gittemeier, William F. Jr.
St. Louis, MO

By Settlement Agreement with the MREC, Gittemeier was fined \$500 on June 16, 2011

Violations: Section 339.100.2 (7), (11), (12), and (15) RSMo

Gittemeier allowed an individual to work for River City Real Estate Incorporated for approximately fourteen months without a license. The individual had submitted a transfer application to affiliate their license with River City Real Estate. Gittemeier allowed the individual to conduct real estate activity without ensuring that the individual's transfer application had been processed and a license issued.

Glossip, Shawn C.
Springfield, MO

By Settlement Agreement with the MREC, Glossip's license was revoked effective April 14, 2011.

Violations: Section 339.100.2 (15) RSMo

In May 2009, Glossip attempted to affiliate his salesperson license with an entity, but a license was not issued. Three separate letters were mailed to Glossip regarding the matter. Glossip did not respond to any of the letters.

Gochenour, Rachael C.
Lee's Summit, MO

By Order of the MREC, Gochenour's license was revoked effective February 16, 2011.

Violations: Section 339.100.2 (1), (2), (3), (15), and (24) RSMo

In or about the fall of 2007, Gochenour attempted to engage in a leasing agreement and collected a security deposit through an entity that was not licensed as a real estate company. Gochenour failed to submit the collected funds to her broker. After the leasing negotiations were terminated, Gochenour refused to return the collected funds, and also failed to provide an explanation of why they were not returned. Between approximately May 2009 and July 2009, when Gochenour's license was not affiliated with a broker, she promoted herself as the listing agent of a property and engaged in negotiations.

Greenburg, Janice Darlene
Weaubleau, MO

By Settlement Agreement with the MREC, Greenburg's license was placed on five years probation beginning January 4, 2011, and she was fined \$1,500.

Violations: Section 339.100.2 (1), (15), (16), and (19) RSMo

In approximately April 2008, Greenburg agreed to manage the short-term rental of a property she had listed for sale. Greenburg collected a security deposit and four months of rent from the tenant and deposited the funds into her personal checking account. She withheld the agreed upon management fee from the rental funds collected and forwarded the balance to the property owner. The security deposit was not distributed to the property owner or the tenant. Neither a management agreement nor a lease was executed. The company Greenburg's license was affiliated with did not offer property management services, nor did Greenburg inform the company's designated broker of her management activity.

Haynes, Elmer Darrell
St. Louis, MO

By Order of the MREC, Haynes' license will be placed on two years probation upon its activation.

Violations: Section 339.100.2 (15) RSMo

On or about July 13, 2009 and September 10, 2009, correspondence was mailed to Haynes to verify escrow account information he had registered with the MREC. Haynes failed to respond to the correspondence.

Investment Real Estate Inc.
Buescher, Daniel J.
St. Peters, MO

By Order of the MREC, the licenses of Investment Real Estate Inc. and Buescher will be placed on probation for two years immediately upon their activation. Buescher was also fined \$500.

Violations: Section 339.100.2 (15), (16), and (23) RSMo

Buescher, the designated broker of Investment Real Estate Inc., allowed an individual to conduct real estate activity through the company for approximately five months without ensuring the individual's license was affiliated with the company. The individual's license was not properly transferred to Investment Real Estate Inc. at the time the activity was conducted.

Logan, Kenneth
Blue Springs, MO

By Settlement Agreement with the MREC, Logan was fined \$1,000 effective May 3, 2011.

Violations: Section 339.100.2 (15) and (19) RSMo

Logan paid commissions for the referral of prospective tenants directly to a salesperson who was affiliated with another brokerage instead of paying the commission to the salesperson's broker. The salesperson in question has never been affiliated with Logan's company.

May, Nathaniel Ryan
Springfield, MO

By Settlement Agreement with the MREC, May's license was revoked effective June 9, 2011.

Violations: Section 339.100.2 (15) and (19) RSMo

The MREC staff sent multiple letters to May in an attempt to conduct an audit of his real estate activity, but May failed to respond to them. Therefore, May not only failed to respond in writing to written correspondence sent to him, he also failed to make his records available for examination.

Myers-Cassady, Tracy
LaPlata, MO

By Settlement Agreement with the MREC, Myers-Cassady's license was placed on probation for a period of three years beginning April 13, 2011.

Violations: Section 339.100.2 (1), (3), (15), (16), and (19) RSMo (Cum. Supp. 2005 and 2006) and 339.100.2(1), (3), (15), (16), and (19) RSMo (Cum. Supp 2009)

Myers-Cassady conducted property management functions under the supervision of Whitney Agency Inc. An audit of the brokerage revealed that Myers-Cassady received approximately four rental payments from tenants that were not reflected on bank deposits or owner records.

O'Keefe, Penny M.
St. Charles, MO

By Settlement Agreement with the MREC, O'Keefe's license was placed on probation for one year effective June 15, 2011.

Violations: Section 339.100.2 (10), (14), and (15) RSMo

O'Keefe entered into a sales contract to sell a property. O'Keefe did not disclose to the buyer that she owned the property until the signing of the contract. O'Keefe identified herself as a transaction broker assisting both the buyer and seller in the agency confirmation section of the contract, which was improper as she was the owner of the property. Pursuant to the terms of the contract, O'Keefe was to deposit the \$5,000 earnest money

in her escrow account. O'Keefe did not maintain an escrow account and deposited the funds into her personal checking account. O'Keefe allowed the buyer early possession of the home. O'Keefe refused to refund the \$5,000 when the buyer was denied financing.

**Palomo, Robert B.
Warrensburg, MO**

By Settlement Agreement with the MREC, Palomo's license was revoked effective June 9, 2011.

Violations: Section 339.100.2 (15) RSMo

Palomo's license was suspended in accordance with section 324.010 RSMo. The MREC corresponded to Palomo requesting the return of his license. Palomo failed to respond to the correspondence.

**Phillipp, Jill
St. Louis, MO**

By Settlement Agreement with the MREC, Phillipp was fined \$500 effective April 22, 2011.

Violations: Section 339.100.2 (15) and (19) RSMo

Phillipp represented a buyer in their attempted purchase of a property. After having the property inspected, the buyer chose to terminate the contract. Phillipp notified the listing agent via email of the buyer's intent to terminate the contract pursuant to the inspection clause. The buyer timely signed the termination notice during the inspection period; however, Phillipp did not submit the termination notice to the listing agent until the day after the inspection period expired.

**Reeves, Kenneth L.
Sullivan, MO**

By Settlement Agreement with the MREC, Reeves was fined \$500.

Violations: Section 339.100.2 (15) and (23) RSMo

Reeves, the designated broker of Reeves Realtors LLC, allowed an individual to work through the company for approximately nineteen months without possessing a current and active license. An affiliate of the company failed to renew their real estate license but continued to conduct real estate activity through the company.

**Sanders, Robert B.
Warrensburg, MO**

By Settlement Agreement with the MREC, Sanders' license was revoked effective June 16, 2011.

Violations: Section 339.100.2 (15) RSMo

Sanders' license was suspended in accordance with section 324.010 RSMo. The MREC corresponded to Sanders requesting the return of his license. Sanders failed to respond to the correspondence.

Sartain, Katherine
Kansas City, KS

By MREC's Order, Sartain's license was revoked effective December 20, 2010.

Violations: Section 339.100.5 (5) RSMo

On or about October 15, 2010, Sartain pled guilty to conspiracy to commit bank fraud.

Shindler, Holli Senae
Columbia, MO

By Settlement Agreement with the MREC, Shindler's license was placed on five years probation, beginning December 29, 2010.

Violations: Section 339.100.2 (16), (18), and (19) RSMo

On or about April 26, 2009, Shindler was convicted of a felony count of driving while intoxicated.

Shumate, Stephen J.
Overland Park, KS

By Settlement Agreement with the MREC, Shumate's license was placed on one year probation beginning June 28, 2011, and he was fined \$500.

Violations: Section 339.100.2 (10) and (25) RSMo

Shumate was the designated broker of Overland Park Real Estate Inc. On or about May 13, 1996, the Missouri Secretary of State's office administratively dissolved Overland Park Real Estate Inc. From 1996 until 2010, Shumate fraudulently and/or falsely indicated on renewal applications that the company was in good standing with the Missouri Secretary of State's office.

Smith, Robert Thomas Sr.
Villa Ridge, MO

By Order of the MREC, Smith was issued a two-year probated license on June 14, 2011.

Violations: Section 339.100.2 (16), (18), and (19) RSMo

On or about October 14, 2002, Smith pled no contest to the criminal offenses of Failure to Pay Child Support 120 days+, and Failure to Pay Child Support less than 120 days.

Thomas Eddy Realty LLC
Eddy, Kelly R.
Columbia, MO

By Settlement Agreement with the MREC, the licenses of Thomas Eddy Realty LLC and Eddy were suspended for one year; however, the suspensions were stayed and the licenses were placed on five years probation beginning June 30, 2011.

Violations: Section 339.100.2 (1), (3), (15), (16), and (19) RSMo

The MREC staff conducted a compliance audit on the records of Thomas Eddy Realty LLC, and the following violations were found: 1) temporary shortages in the escrow account due to disbursements made on owner's behalf when the owner did not have sufficient funds to cover the disbursement; 2) temporary shortages or overages in the escrow account due to personal funds being transferred into or out of the account; 3) overdrafts found in the escrow account; 4) commingling of funds; 5) Eddy charged some of the company's advertising expenses to her personal credit card and made payment to various credit cards using funds from the escrow account; 6) failure to deposit funds into escrow and maintain the funds until the transaction was completed; 7) failure to account for or remit money belonging to others coming into their possession; 8) records not maintained to determine the adequacy of the escrow account; 9) failure to identify the related transaction on deposit tickets, voided checks, or check stubs; and 10) provided inaccurate owner statements.

Town and Country Realty of Buffalo Inc.
Petersen, Thomas L.
Buffalo, MO

By Order of the MREC, the licenses of Town and Country Realty of Buffalo Inc. and Petersen were revoked effective June 13, 2011.

Violations: Section 339.100.2 (15) and RSMo

The license of Town and Country Realty of Buffalo Inc. expired on June 30, 2008. On August 6, 2008, the MREC received and processed the company's renewal application that was submitted by Petersen, the designated broker of the company. The MREC sent two letters to Petersen asking whether or not any real estate activities were conducted during July 1, 2008 through August 5, 2008, the period in which the company did not hold a valid license. He failed to respond to the letters. A third letter was sent to Petersen requesting him to appear before the Commission. Petersen failed to respond to this letter and failed to appear before the Commission as well. The MREC also discovered, and was not notified by Petersen or the company, that Town and Country Realty of Buffalo Inc. was administratively dissolved by the Missouri Secretary of State's office on November 8, 2007.

Wall, Lisa
Bourbon, MO

By Settlement Agreement with the MREC, Wall was fined \$500.

Violations: Section 339.100.2 (15) RSMo

Wall failed to renew her salesperson license by September 30, 2008, at which time it expired. Wall renewed

her license on or about May 5, 2010, however, she continued to conduct activity that required a real estate license during the time that her license was expired.

White and Associates Commercial Real Estate Services Inc.

White, William E. Jr.

Leawood, KS

By Settlement Agreement with the MREC, the licenses of White and White and Associates Commercial Real Estate Services Inc. were placed on five years probation effective June 16, 2011. White was also fined \$500.

Violations: Section 339.100.2 (15), (16) and (19) RSMo

In or about June 2006 White induced a buyer to complete a transaction by offering the buyer a \$700 gift card, to pay the real estate taxes for a year, and to assist the buyer in refinancing the mortgage within six months of the purchase. White failed to pay the property taxes or assist the buyer with refinancing the mortgage. White also assured the buyer that the seller would repair plumbing problems found in the home. The problems were not corrected and White would not provide the buyer with the seller's contact information. The settlement statement for the transaction inaccurately represented the sales price and also the closing funds received from the buyer. The seller submitted the closing funds, not the buyer, and did so at White's instruction. White failed to respond in writing to multiple letters sent to him by the MREC.

The license of White and Associates Commercial Real Estate Services Inc. expired June 30, 2006, but was renewed by White on or about October 27, 2006. An audit of the company's record indicated that it completed three transactions during July 1, 2006 through October 26, 2006, the time period that the company did not have a valid license. The audit also revealed the following: an affiliate of the company entered into a brokerage service agreement on behalf of the company without authorization from the broker; brokerage service agreements did not contain all of the required components; represented a buyer without obtaining a written buyer's agency agreement; fictitious names were not registered with the MREC or the Missouri Secretary of State; all the terms and conditions of the sale were not identified in the written contract; closing statement was not reviewed for accuracy; and failure to maintain records.

Whitney Agency Inc.

Whitney, Christopher Mark

Kirkville, MO

By Settlement Agreement with the MREC, the licenses of Whitney Agency Inc. and Whitney were placed on probation for a period of three years beginning April 13, 2011.

Violations: Section 339.100.2 (1), (3), (15), (16), and (19) RSMo (Cum. Supp. 2005 and 2006) and alternatively 339.100.2(1), (3), (15), (16), and (19) RSMo (Cum. Supp 2009)

An audit of the brokerage was conducted and the following was found: approximately four rental payments received from tenants were not reflected on bank deposit records or owner records; checks were voided and reissued, however the owner's account was not credited with the voiding of the checks thus the owner was billed twice for the expense; shortages were found in both the security deposit and property management escrow accounts; overage was found in the sales escrow account; failure to perform the terms of the written property management agreement; use of expired forms; failure to verify accuracy of the closing statements;

disbursed funds on the owner's behalf when the owner did not have sufficient funds in the account to cover the disbursement; failure to maintain security deposits intact; and failure to supervise affiliate's real estate activity.

**Wiley, Talena
Florissant, MO**

By Order of the MREC, Wiley's license was revoked effective February 16, 2011.

Violations: Section 339.100.2 (16) and (18) RSMo

On or about October 29, 2009, Wiley pled guilty to the criminal offense of Identity Theft. Wiley admittedly used the personal identification information of another to steal credit in excess of \$6,000.

**Willard, Kenneth D.
Springfield, MO**

By Order of the MREC, the probation imposed against Willard's salesperson license on August 17, 2009, will be extended an additional two years upon its renewal and/or reactivation.

Violations: Terms of probation

Willard was issued a probated license with special conditions on August 17, 2009. Pursuant to a term of the Probated License Order, Willard was to submit quarterly reports to the MREC addressing compliance of his criminal supervision and the Probated License Order. Willard failed to timely submit the quarterly reports which violated this term of his probation.

**Williams, Robert Jr.
Ballwin, MO**

By Settlement Agreement with the MREC, Williams' license was revoked effective June 9, 2011.

Violations: Section 339.100.2 (15) RSMo

Williams' license was suspended in accordance with section 324.010 RSMo. The MREC corresponded to Williams requesting the return of his license. Williams failed to respond to the correspondence.

**Williams, Sonya Monique
Kansas City, KS**

By Settlement Agreement with the MREC, Williams' license was placed on probation for a period of two years beginning June 25, 2011, and she was also fined \$1,000.

Violations: Section 339.100.2 (11), (12), (14), (15), (16), (19), (23), and (24) RSMo

Williams represented a broker other than the broker who held her license, and did so without the express written consent of her broker. Williams placed a sign on a property offering it for sale without obtaining written consent of the owner. Williams also identified on the yard sign that the property was for-sale-by-

owner, knowing this was false. Williams identified herself as a “negotiator” to another licensee when she was actually involved in the real estate business. The broker Williams conducted this activity under did not hold a current and valid license, thus, she enabled an unlicensed person to conduct real estate activity and receive compensation for that activity.

Witherspoon, Maurice V.
Florissant, MO

By Settlement Agreement with the MREC, Witherspoon’s license was revoked effective April 19, 2011.

Violations: Section 339.100.2 (15) and (19) RSMo

The MREC staff made several attempts to contact Witherspoon, and sent him multiple letters to examine his real estate records. Witherspoon did not respond to any of the letters or attempts to contact him, nor did he make his records available for examination.